



OFFICE OF THE CITY CLERK

5581 West Oakland Park Boulevard
Lauderhill, FL 33313
Ph: 954.730.3010 Fax: 954.730.3062
www.lauderhill-fl.gov



APPLICATION FOR BOARD APPOINTMENT/RE-APPOINTMENT

City of Lauderhill City Code Section 2-2.5

ALL applicants who would like to be considered for appointment or re-appointment as a member to a city board is required to complete this form prior to Commission approval.

PLEASE SELECT

- Lauderhill Resident
- Business Owner
- City of Lauderhill Staff
- Broward County Registered Voter

Please PRINT or TYPE

Name: CHARLES BLACKBURN O
First Last Middle Initials
 Home Address: 8060 NW 44 Court, Lauderhill, FL 33351
ZIP Code
 Home Phone: _____ Cell Phone: _____
 Email: _____

BOARD INFORMATION:

Have you served on a City Board before? YES NO

If YES, name Board: Lauderhill Code Board How Many Years? 3 yrs.

Name of Board you wish to be Appointed Re-Appointed to: Lauderhill Code Enforcement Board

Resume Attached: YES NO

If NO, briefly explain why you would like to serve on this board, and describe your qualifications, skills and abilities, you possess that would directly benefit this board:

Attach any additional information to this form if more space is needed

Verbal Confirmation Received by: Indira Casine

INDIRA CASINE

Print Name

Dated this 25 day of JANUARY, 2016

CHARLES O. BLACKBURN

8060 North West 44th Court
Lauderhill, Florida 33351

Cell Phone 954.931.0172
Email: cblackburn64@hotmail.com

Professional

- Efficient and effective delivery solving day-to-day operational challenges.
- Extensive experience in project management and operations of managed property and privately owned businesses.
- Honesty, integrity, and discretion are most important to me.

Nov., 2002-Present Area Manager, Parking Facility System, Inc

- Implement schedules of all PFS personnel, organizing and efficient execution of all maintenance operations consisting of sweeping, scrubbing, pressure washing and striping. Conduct inspections for elevators, fire systems and electrical distribution panels.
- Hire and insure all staff is trained in safe work principals, specific to equipment and use of chemicals. Develop staff to be efficient, knowledgeable and quality minded in their performance.
- Develop and maintain communications with clients and Central Parking System staff. Work together with CPS staff in the acquisitions of existing CPS accounts and develop new client relations.
- Prepare and manage all budgets and financial objectives including bidding process and contracts.
- Supervise all outside contractors for project areas such as lighting, structural repair, paving, coating, painting and signage.

Apr., 2002-Nov., 2002 Sales and Operations Supervisor, Day and Night Property Maintenance

- Develop and maintain communications with current clients and acquire new clients and properties.
- Implement schedules of personnel of all maintenance operations consisting of sweeping, scrubbing, pressure washing and striping. Hire and insure all staff is trained in safe work principals, specific to equipment and use of chemicals. Develop and maintain communications with clients.
- Supervised all outside contractors for project areas such as lighting, structural repair, paving, coating, painting and signage.

CHARLES O. BLACKBURN

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Lauderhill, Florida 33351

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2001-2002 Sales Manager, Star Cleaning

- Develop and maintain communications with current clients and acquire new clients and properties.
- Implement schedules of personnel of all maintenance operations consisting of sweeping, scrubbing, pressure washing and striping. Hire and insure all staff is trained in safe work principals, specific to equipment and use of chemicals.
- Supervised all outside contractors for project areas such as lighting, structural repair, paving, coating, painting and signage.

1994-2000 Operations Manager, Tri County Sweeping Services

- Created and implemented a seven member safety committee to provide knowledge and training to one hundred and twenty employees within the company.
- Promoted cost efficient purchase program. Prepared and managed all budgets and financial objectives including bidding process and contracts.
- Developed and maintained communications with current clients and acquired new clients and properties.
- Scheduled more than one hundred employees for porter service in property maintenance operations consisting of porter service, sweeping, pressure washing, and bulk trash removal service from shopping centers.

1983-1993 Certified Process Server and Restaurant Management

- Delivered summons and subpoenas for Dade County.
- Restaurant management and cook.

Education and Training

2011 Lauderhill Civilian Police Academy
2010 OSHA Certified Training Certificate
2010 Certified in First Aid & CPR
2007 Building Owners & Mangers Association (BOMA) Member
1983 Certified Process Server
1982 Hialeah Miami Lakes High School

References Available Upon Request